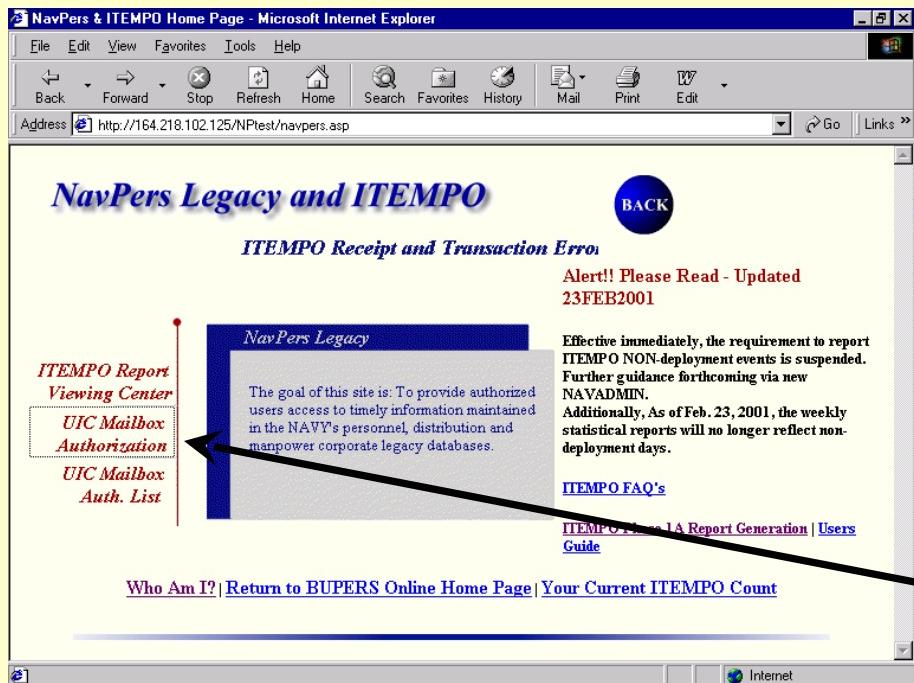


ITEMPO Phase 1A Report Generation User's Guide

**Version 1.1
16 July 2001**

Phase 1A System Access



- NO ONE is initially given access by default to the new Phase 1A Report Generation system.
- Access MUST be authorized by the UIC owner, similar to the UIC owner giving access for an individual to view ITEMPO reports on BOL.
- The UIC owner enters the access authorization via the **UIC Mailbox Authorization** link.

Phase 1A System Access

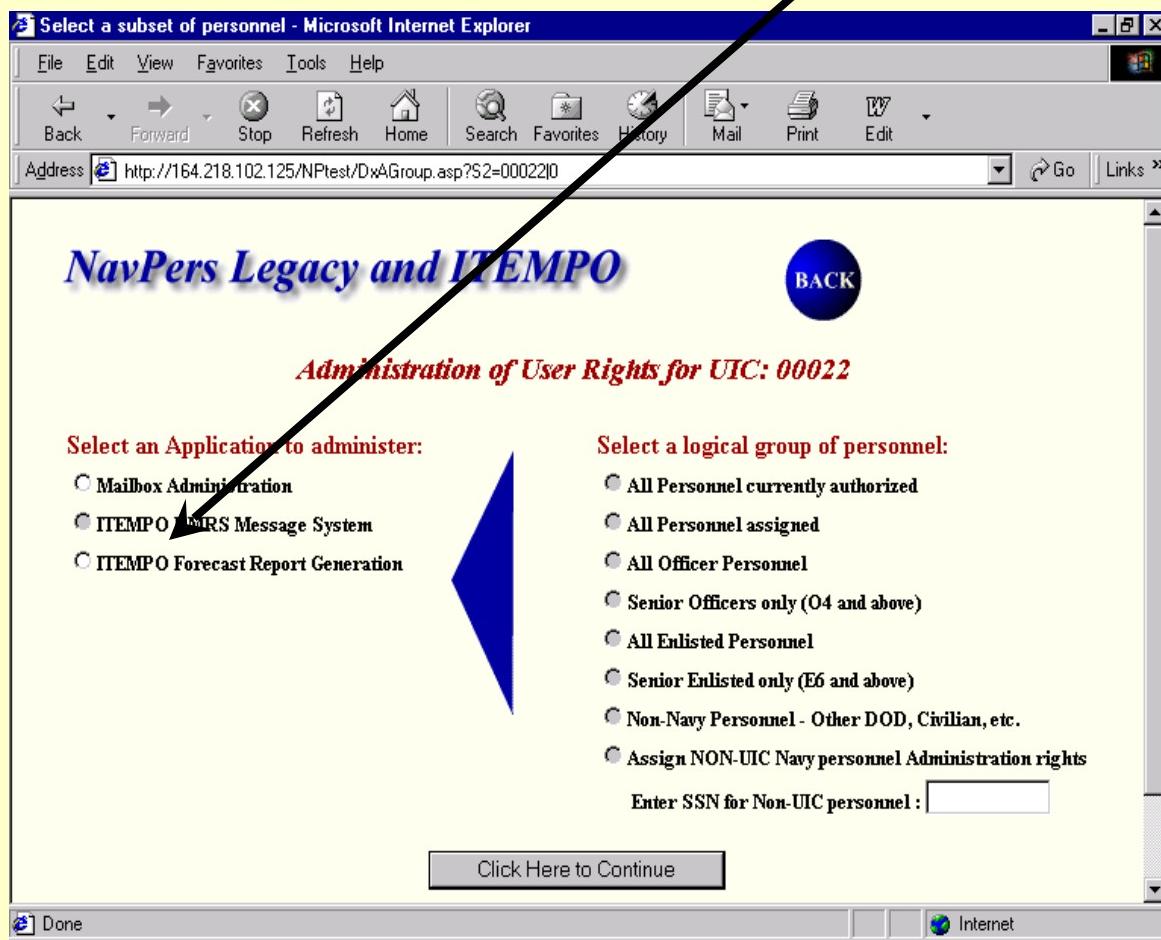
The screenshot shows a Microsoft Internet Explorer window titled "List of authorized UICs - Microsoft Internet Explorer". The address bar contains the URL "http://164.218.102.125/NPtest/DxUicLst.asp". The page header includes "NavPers Legacy and ITEMPO" and "Administration of Online Access Rights for UICs". A message states, "You are an authorized administrator for the following UIC(s). Click on the UIC to modify personnel authorization rights for that Activity". A table lists various UICs with their activity titles and authorized administration categories. The first row is highlighted with a red border. An arrow points from the text "Click on the UIC to modify personnel authorization rights for that Activity" to the "UIC" column header. Another arrow points to the first row of the table.

UIC	UIC Activity Title	Authorized Administration Category
00022	BUPERS MILLINGTON TN	Flag Officer
31572	BUPERS WASH DC LIAISON DET	Flag Officer
31573	NR CHINAVPERS SUPT/NIR (RPN)	Flag Officer
32277	CHINAVPERS SUPPORT/NIR STAFF	Flag Officer
32792	CNPC RESERVE SUPPORT (RPN)	Flag Officer
32999	BUPERS SEA DUTY COMP	Flag Officer
33381	CNPC DET DAPMA NORFOLK VA	Flag Officer
39329	CNPC RESERVE SUPPORT	Flag Officer

- Based on your Login ID, the screen will reflect a list of the UIC(s) you are authorized as an owner (administrator).
- Select the link for the UIC where you wish to modify authorization rights for an individual.

Phase 1A System Access

- Your next screen will prompt you to select an application for administration of authorization rights.
- Click the button for ***ITEMPO Forecast Report Generation***.



Phase 1A System Access

Select a subset of personnel - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit

Address http://164.218.102.125/NPtest/DxAGroup.asp?S2=00022|0

Go Links >

NavPers Legacy and ITEMPo

Administration of User Rights for UIC: 00022

Select an Application to administer:

Mailbox Administration
 ITEMPo DMRS Message System
 ITEMPo Forecast Report Generation

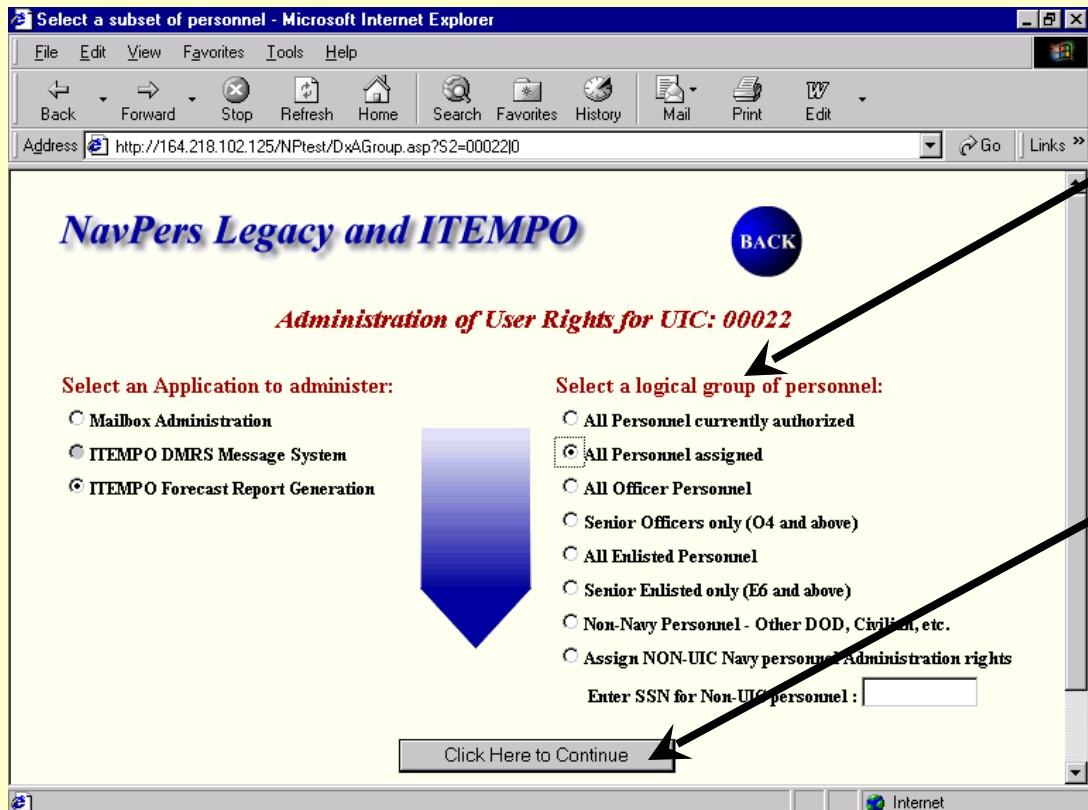
Select a logical group of personnel:

All Personnel currently authorized
 All Personnel assigned
 All Officer Personnel
 Senior Officers only (O4 and above)
 All Enlisted Personnel
 Senior Enlisted only (E6 and above)
 Non-Navy Personnel - Other DOD, Civilian, etc.
 Assign NON-UIC Navy personnel Adminstration rights

Enter SSN for Non-UIC personnel :

Click Here to Continue

Internet



- Your next screen will prompt you to select a group of personnel to assign or revoke Phase 1A system access.
- Click the button for the group of personnel you wish, as appropriate, then press the **“Click Here to Continue”** button.

Phase 1A System Access

Selected Personnel for this UIC - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit

Address http://164.218.102.125/NPtest/DxAList.asp

NavPers Legacy and ITEMPO

ITEMPO Forecast Report Authorization Administration

Administration of User Rights for UIC: 00022

All Personnel Assigned and/or Authorized for this UIC

Name	Grade	On Board UIC	ITEMPO Forecast Report Generation
HAEL NOAH	YNC	00022	Not Authorized
MARY ELAINE	LCDR	00022	Authorized to Create
GERALD LEE	CPT	00022	Authorized to Create
ILLIAM J JR	CDR	00022	Authorized to Create
LI JOHN A	LCDR	00022	Not Authorized
N BRUCE ALAN	CAPT	00022	Not Authorized

6 All Personnel Assigned and/or Authorized for this UIC

Done Internet

The screenshot shows a table of personnel information. The 'Name' column includes names like HAEL NOAH, MARY ELAINE, GERALD LEE, ILLIAM J JR, LI JOHN A, and N BRUCE ALAN. The 'Grade' column includes YNC, LCDR, CPT, CDR, and CAPT. The 'On Board UIC' column is all 00022. The 'ITEMPO Forecast Report Generation' column indicates access levels: Not Authorized for HAEL NOAH, MARY ELAINE, LI JOHN A, and N BRUCE ALAN; and Authorized to Create for GERALD LEE, ILLIAM J JR, and MARY ELAINE.

Name	Grade	On Board UIC	ITEMPO Forecast Report Generation
HAEL NOAH	YNC	00022	Not Authorized
MARY ELAINE	LCDR	00022	Authorized to Create
GERALD LEE	CPT	00022	Authorized to Create
ILLIAM J JR	CDR	00022	Authorized to Create
LI JOHN A	LCDR	00022	Not Authorized
N BRUCE ALAN	CAPT	00022	Not Authorized

- Your next screen will list personnel assigned to your UIC and their current level of Phase 1A system access (**“Authorized to Create” or “Not Authorized”**).
- Select the link for the Name of the individual whose Phase 1A system access you wish to modify.

Phase 1A System Access

Update the Users rights - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit

Address http://164.218.102.125/NPtest/DxAlndiv.asp?Acct=3947883430219126022513&FM=DxAList&S2=00022|0&S=7&A=F

NavPers Legacy and ITEMPO

ITEMPO Forecast Report Authorization Administration

Administration of User Rights for UIC: 00022

Select an Authorization Level for this user.

Press the "Process Change" button to continue, or the Back button to exit this page.

Name	OnBoard UIC	Grade	Current ITEMPO Forecasting authority	
DAEL NOAH	00022	YNC	<input type="radio"/>	<input checked="" type="radio"/>

Process Change

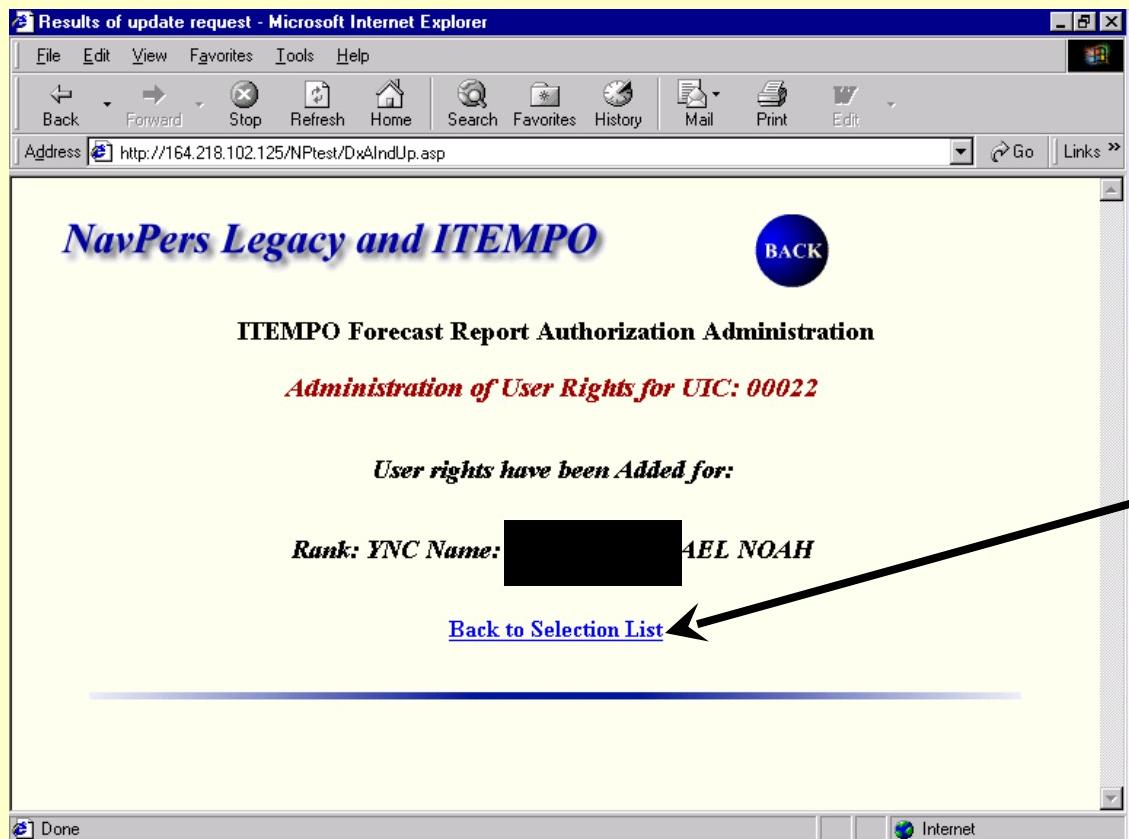
Reset to Original Status

Done Internet

The screenshot shows a Microsoft Internet Explorer window with the title 'Update the Users rights - Microsoft Internet Explorer'. The address bar contains the URL 'http://164.218.102.125/NPtest/DxAlndiv.asp?Acct=3947883430219126022513&FM=DxAList&S2=00022|0&S=7&A=F'. The main content is titled 'NavPers Legacy and ITEMPO' and 'ITEMPO Forecast Report Authorization Administration'. It shows 'Administration of User Rights for UIC: 00022'. A message says 'Select an Authorization Level for this user.' and 'Press the "Process Change" button to continue, or the Back button to exit this page.' A table lists 'Name' (DAEL NOAH), 'OnBoard UIC' (00022), 'Grade' (YNC), and 'Current ITEMPO Forecasting authority' with two radio buttons: 'Authorized to Generate' (unchecked) and 'Not Authorized' (checked). Below the table are 'Process Change' and 'Reset to Original Status' buttons. Arrows from the text on the right point to the 'Current ITEMPO Forecasting authority' table, the radio buttons, and the 'Process Change' button.

- Your next screen will reflect the individual you selected and his/her current level of Phase 1A system access.
- Select the button ("Authorized to Create" or "Not Authorized") to grant or revoke Phase 1A system access.
- Click on the Process Change button to submit the change, or on the Reset to Original Status to undo your change.

Phase 1A System Access



- The next screen reflects the change you've directed... giving the YNC access to the Phase 1A system.

- Select the **Back to Selection List** link....

Phase 1A System Access

- ...and the new Selection List reflects the YNC's authorization to access the Phase 1A system.

Selected Personnel for this UIC - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit

Address http://164.218.102.125/NPtest/DxAList.asp?S2=00022|0&S=7&A=F Go Links >>

NavPers Legacy and ITEMPO

ITEMPO Forecast Report Authorization Administration

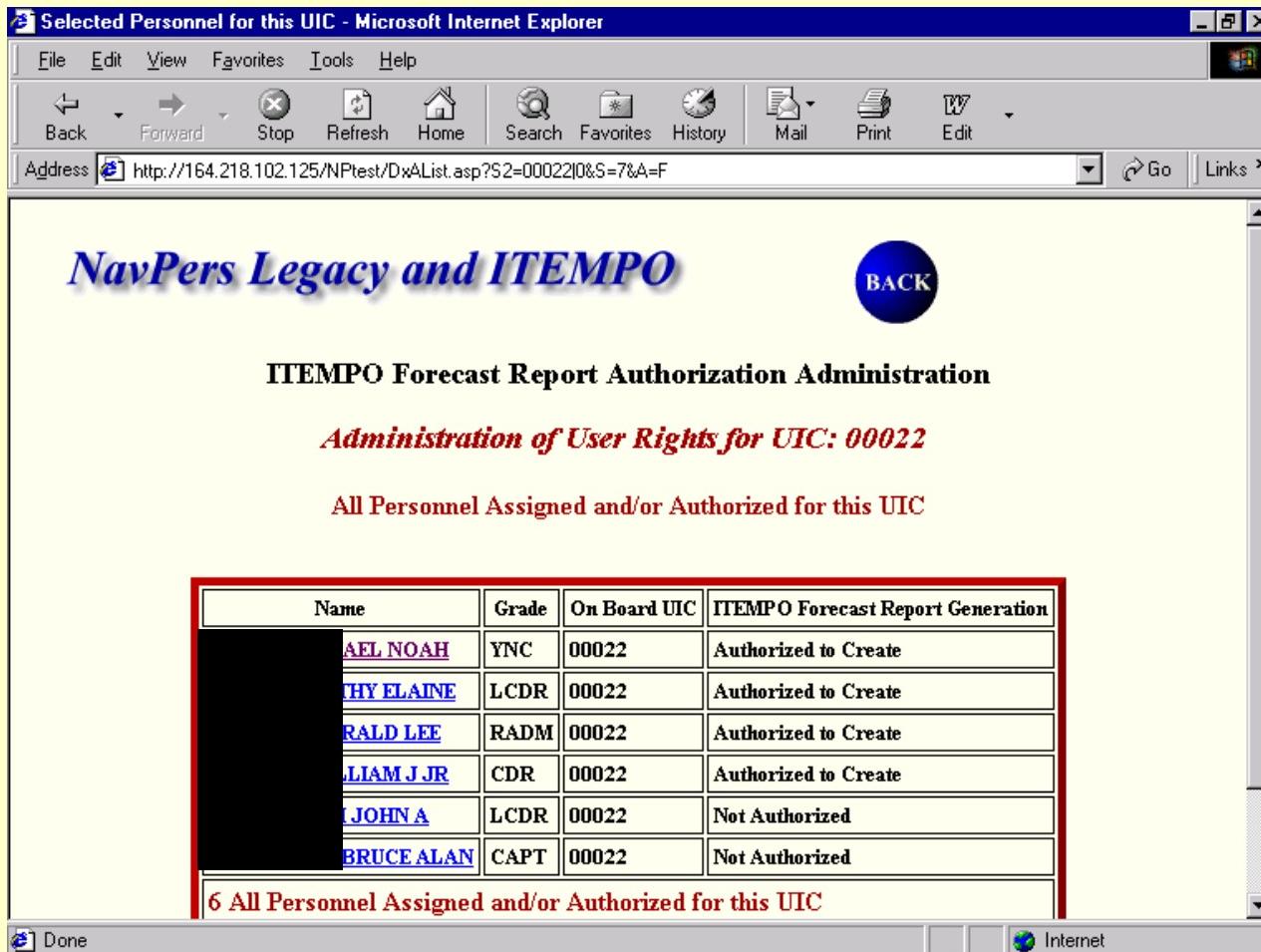
Administration of User Rights for UIC: 00022

All Personnel Assigned and/or Authorized for this UIC

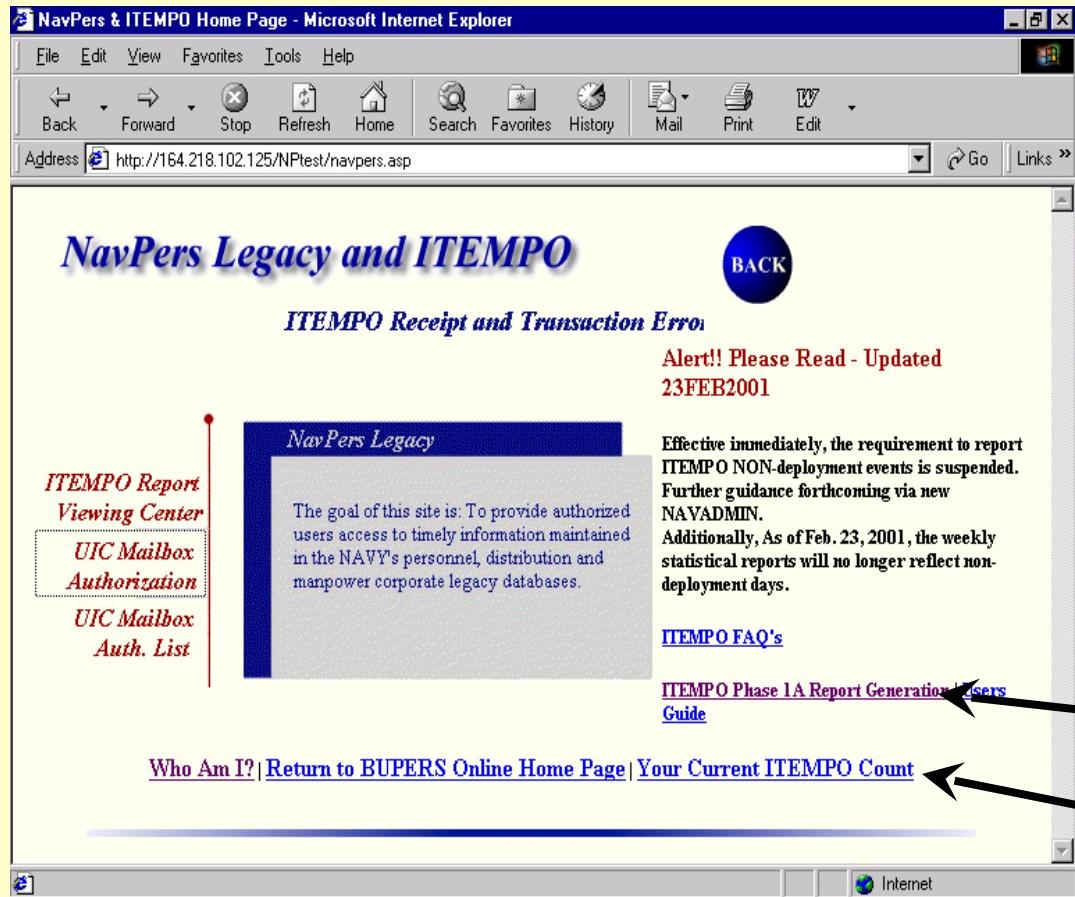
Name	Grade	On Board UIC	ITEMPO Forecast Report Generation
AEL NOAH	YNC	00022	Authorized to Create
THY ELAINE	LCDR	00022	Authorized to Create
RALD LEE	RADM	00022	Authorized to Create
LIAM J JR	CDR	00022	Authorized to Create
JOHN A	LCDR	00022	Not Authorized
BRUCE ALAN	CAPT	00022	Not Authorized

6 All Personnel Assigned and/or Authorized for this UIC

Done Internet

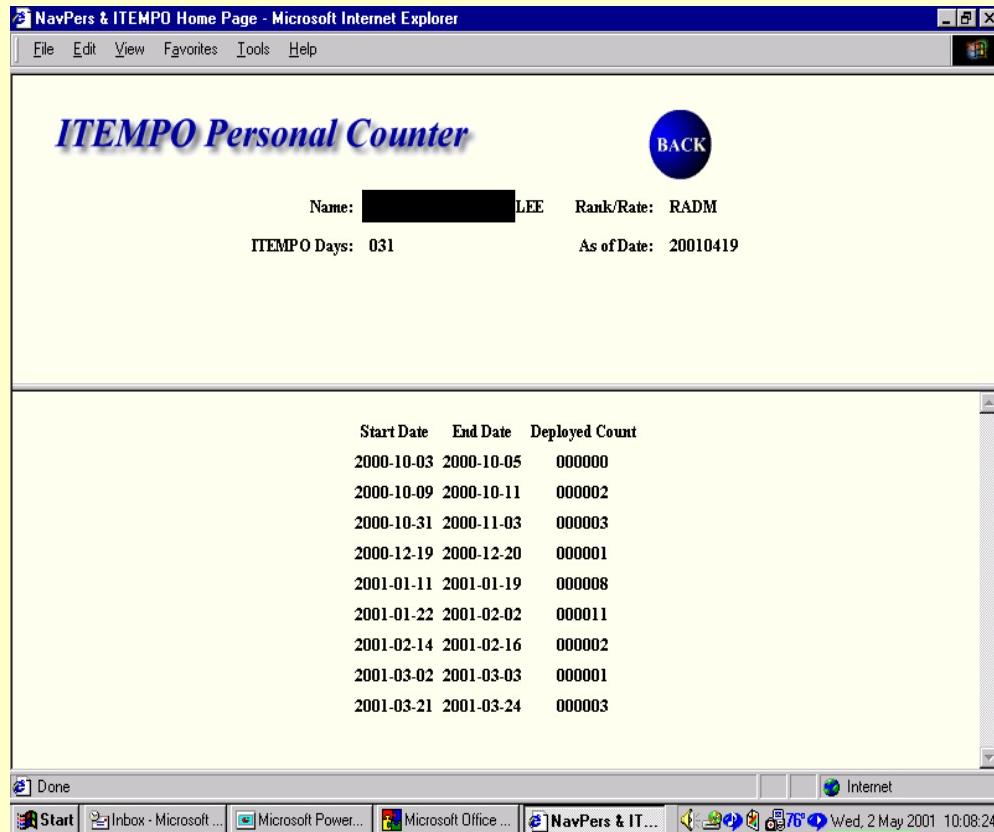


Phase 1A System Entry Screen



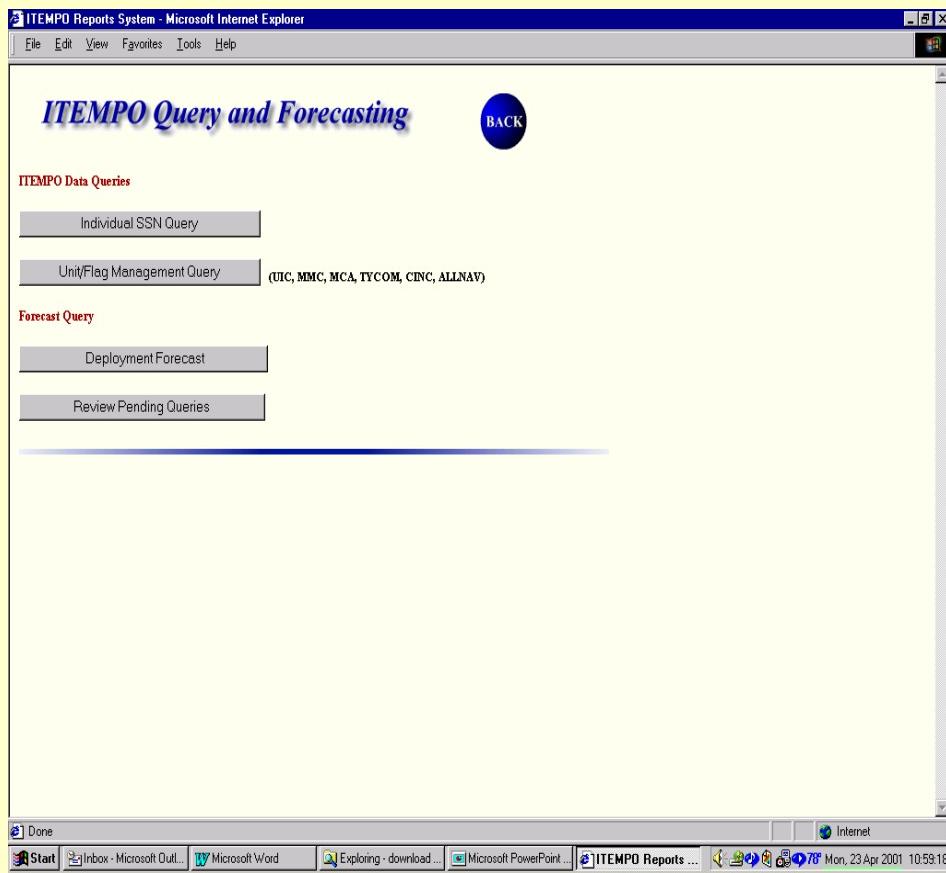
- Access to the ITEMPO Phase 1A System is through the normal production NAVPERS / ITEMPO homepage, accessible through NPC's BOL homepage (www.bol.navy.mil)
- Only those individuals authorized by the UIC owner will see the
 - **Phase 1A Report Generation** Link, and
 - Your Current ITEMPO Count** Link

Your Current ITEMPO Count



- When you select the link: ***Your Current ITEMPO Count;*** you see this screen.
- The top section shows your name, rank/rate, total ITEMPO days and the as of date to which the displayed information is current.
- The bottom section shows the detailed transaction data that makes up the total ITEMPO count, including start and stop dates and the associated deployed count.
- This ITEMPO personal counter data is stored on a BOL server, and is updated Saturday nights.

Phase 1A Report Generation



- When you select the link:
Phase 1A Report Generation; you see this screen.
- There are four choices available:
Individual SSN Query - see the ITEMPO count for one SSN.
Unit/Flag Management Query
- submit requests for current ITEMPO counts grouped for various hierarchical levels, such as Major Manpower Claimant, TYCOM, UIC, etc.
Deployment Forecast - submit requests for forecasted ITEMPO counts grouped for various hierarchical levels, such as Major Manpower Claimant or TYCOM..
Review Pending Queries - See a list of your submitted, but not processed, Phase 1A queries.

Individual SSN Query

ITEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

ITEMPO Individual SSN Query

BACK

Enter the SSN you wish to view:

(e.g "123456789")

View ONLINE

ITEMPO mailboxes which will receive this report :

Primary: CC 1: CC 2: CC 3: CC 4: CC 5:

Request Report

Done

Start | Inbox - Micr... | Microsoft P... | Microsoft Of... | ITEMPO ... | Internet | Wed, 2 May 2001 10:46:48

- When you select the option: **Individual SSN Query**; from the ITEMPO Query and Forecasting screen, you see this screen.
- You must enter a valid SSN (9 positions, no spaces nor dashes) in the space provided. There are two choices for viewing the resulting ITEMPO counter:
 - **View ONLINE** - View the ITEMPO counter via the WEB browser real time.
 - **Request Report** - View the ITEMPO counter on a report in up to 6 unit mailboxes. It will take approximately two hours for the report to appear.

View ONLINE

The screenshot shows a Microsoft Internet Explorer window with the title bar "NavPers & ITEMPO Home Page - Microsoft Internet Explorer". The menu bar includes File, Edit, View, Favorites, Tools, and Help. The main content area displays the "ITEMPO Personal Counter" page. At the top, it shows "Name: [REDACTED] LEE" and "Rank/Rate: RADM". Below that, "ITEMPO Days: 031" and "As of Date: 20010419". A "BACK" button is located in the top right corner. The bottom section contains a table titled "Deployed Count" with the following data:

Start Date	End Date	Deployed Count
2000-10-03	2000-10-05	000000
2000-10-09	2000-10-11	000002
2000-10-31	2000-11-03	000003
2000-12-19	2000-12-20	000001
2001-01-11	2001-01-19	000008
2001-01-22	2001-02-02	000011
2001-02-14	2001-02-16	000002
2001-03-02	2001-03-03	000001
2001-03-21	2001-03-24	000003

The taskbar at the bottom shows icons for Start, Inbox, Microsoft Power..., Microsoft Office..., NavPers & IT..., and Internet. The system tray indicates the date as "Wed, 2 May 2001 10:08:24" and the temperature as "76°".

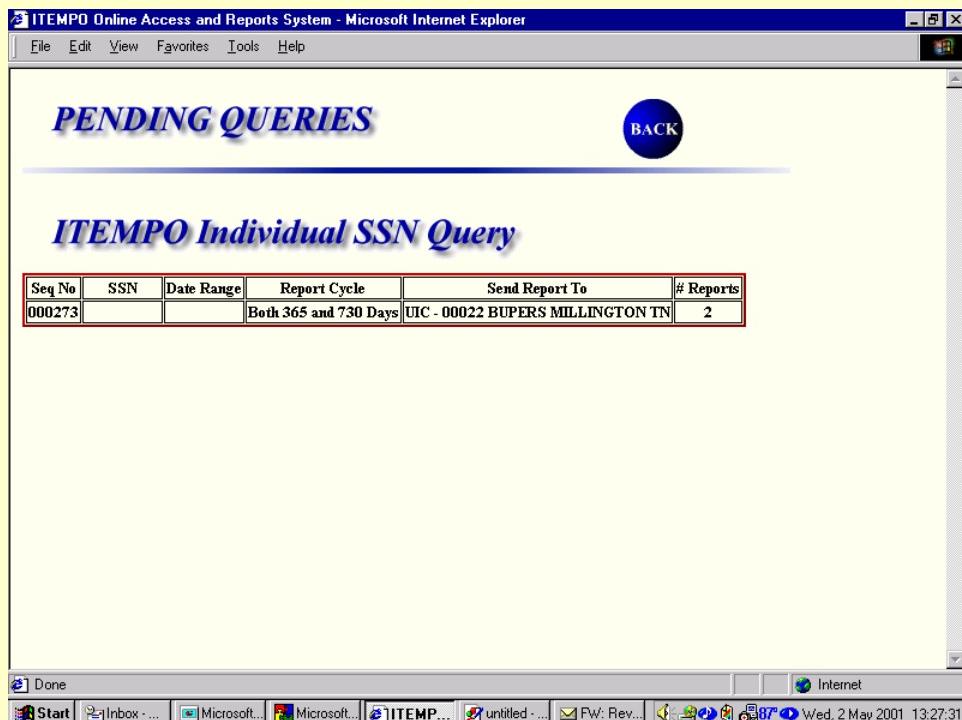
- When you select the option: **View ONLINE**; you see this screen. It is exactly the same screen you saw in the **Your Current ITEMPO Count** screen, except the data is for the SSN you requested, rather than for your own.
- The top section shows name, rank/rate, total ITEMPO days and the as of date to which the displayed information is current.
- The bottom section shows the detailed transaction data that makes up the total ITEMPO count, including start and stop dates and the associated deployed count.
- This ITEMPO personal counter data is stored on a BOL server, and is updated Saturday nights.

Request Report



- When you select the option: **Request Report**; you see this screen. It summarizes the information you provided in the prior screen.
- The report you will receive will include ITEMPO counts for both 365 and 730 day timeframes. The unit mailboxes you requested will be listed on the Distributed Report to lines.
- Select **Submit Request** if the information provided is correct. Select **Edit Report Parameters** to return to the prior screen to make changes.

Pending Queries



- When you select the option: **Submit Request**; you see this screen. It summarizes the information you validated in the prior screen and it provides you with a sequence number to tie this request with the report when it appears in the ITEMPO mailbox(es).
- The query will be available to view on this screen until an hourly batch process changes its status from pending to submitted. This happens when the query is FTPed to the NavPers mainframe in Mechanicsburg PA.
- A subsequent batch process will create the requested output from the information in the query and will then send the report to the BOL server for you to access through your unit mailbox(es).

Report via Unit Mailbox

Here's what the report would look like through the UIC Mailbox

ITEMPO ONLINE ACCESS AND REPORTING SYSTEM												
INDIVIDUAL ITEMPO REPORT												
LISTING TYPE: ALPHA LISTING FOR 365 DAY CYCLE												
ITEMPO										CUM		
INCLUSIVE PERIODS										CUR		
NAME	SSN	START DT	END DATE	END DATE	DAY	DAY	CAT	PURP	DPY	PER	CUR	CUR
Navy, Guy	111-11-1111	03-OCT-00	05-OCT-00		2	0		76	0-4	31921	JTAMDO	
		10-OCT-00	12-OCT-00		2	0						
		17-OCT-00	24-OCT-00		7	0						
		31-OCT-00	15-DEC-00		45	0						
		29-JAN-01	02-FEB-01		4	0						
		13-FEB-01	01-MAR-01		16	0						

ITEMPO Departmental Query

ITEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

ITEMPO Departmental Queries

BACK

Select Query type (check one)?

Alphabetic report Chronological report

Chronological Query Range (Select All desired)

> 340 days
 250 - 365 days
 160 - 249 days
 122 - 159 days
 < 122 days

Do you want the report grouped by UIC?

Yes
 No

Calculate ITEMPO deployment days for which period (check one)?

365-day cycle 730-day cycle Both 365 & 730 day cycles

Done

Start | Inbox... | Micro... | Micro... | ITE... | untitle... | Fw:... | Internet

Wed, 2 May 2001 13:43:01

- When you select the option: **Unit/Flag Management Query** from the ITEMPO Query and Forecasting screen, you see this screen.
- Radio Buttons or check boxes allow you to choose among report order (alpha vs. chronological); gate ranges (<122 through > 340); report grouping (sub-sort by UIC or not); deployment periods (365 / 730 days); and query scope (UIC, MMC, MCA, TYCOM, etc).
- An entry area is available to designate which ITEMPO UIC mailboxes (up to six) which will receive this report. Only valid UIC mailboxes will be accepted. Your current onboard UIC / mailbox will be automatically entered in the primary field. It may be left or overtyped.

ITEMPO Departmental Query

ITEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

ITEMPO Departmental Queries

Select Query type (check one)?

Alphabetic report Chronological report

Chronological Query Range (Select All desired)

- > 340 days
- 250 - 365 days
- 160 - 249 days
- 122 - 159 days
- < 122 days

Do you want the report grouped by UIC?

Yes
 No

Calculate ITEMPO deployment days for which period (check one)?

365-day cycle 730-day cycle Both 365 & 730 day cycles

Done

Start Sent It... RE: pha... 150.190... phase1a... Microsoft... ITEMPO...

Here's a view of the entire ITEMPO Departmental Query Screen

ITEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Yes
 No

Calculate ITEMPO deployment days for which period (check one)?

365-day cycle 730-day cycle Both 365 & 730 day cycles

Query on (check one and fill in selection):

UIC
 Major Manpower Claimant (MMC)
 Manning Control Authority (MCA)
 Type Commander (TYCOM)
 Fleet Commander (CINC)

ITEMPO mailboxes which will receive this report :

Primary: CC 1:
CC 2: CC 3: CC 4: CC 5:

Done

Start Sent It... RE: pha... 150.190... phase1a... Microsoft... ITEMPO... Internet

Thu, 3 May 2001 10:29:28

Request Report



- When you select the option: **Continue**; you see this screen. It summarizes the information you provided in the prior screen.
- The report you will receive will include ITEMPO counts for the individuals within the parameters established by your selections. The unit mailboxes you requested will be listed on the Distribute Report to: and Send a copy to: lines.
- Select **Submit Request** if the information provided is correct. Select **Edit Report Parameters** to return to the prior screen to make changes.

Pending Queries

The screenshot shows a Microsoft Internet Explorer window with the following details:

- ITEMPO Online Access and Reports System - Microsoft Internet Explorer**
- PENDING QUERIES**: A section titled "ITEMPO Individual SSN Query" displays a table:

Seq No	SSN	Date Range	Report Cycle	Send Report To	# Reports
000273	485606618		Both 365 and 730 Days	UIC - 00022 BUPERS MILLINGTON TN	2
- ITEMPO Departmental Queries**: A table displays two entries:

Seq No	Report Type	Date Range	Report Cycle	Query On	Sort By UIC	Send Report To	# Reports
000274	Alphabetic		Both 365 and 730 Days	Type Commander (TYCOM) SURFPAC	Yes	UIC - 00022 BUPERS MILLINGTON TN	2
000275	Alphabetic		Both 365 and 730 Days	Type Commander (TYCOM) SURFPAC	Yes	UIC - 62980 COMNAVPERSCOM MILLINGTON TN	2
- At the bottom, the taskbar shows icons for Start, Inbox, Micros., IT, until..., FW..., RE..., and Internet.

- When you select the option: **Submit Request**; you see this screen. It summarizes the information you validated in the prior screen and it provides you with a sequence number to tie this request with the report when it appears in the ITEMPO mailbox(es).
- The query will be available to view on this screen until an hourly batch process changes its status from pending to submitted. This happens when the query is FTPed to the NavPers mainframe in Mechanicsburg PA.
- A subsequent batch process will create the requested output from the information in the query and will then send the report to the BOL server for you to access through your unit mailbox(es).

Report via Unit Mailbox

Here's what the report would look like through the UIC Mailbox

ITEMPO ONLINE ACCESS AND REPORTING SYSTEM									
ITEMPO STATUS REPORT AS OF: MAY 02, 2001									
LISTING TYPE: CHRONOLOGICAL LISTING FOR 365 DAY CYCLE PAGE: 2									
<hr/>									
NAME	SSN	INCLUSIVE PERIODS	PROJ	DPY	NON	ITEMPO	PER	CUR	CUM
		START DT	END DATE	DAY	DAY	CAT PURP	DPY	GRADE	UIC
		—	—	—	—	—	—	—	—
		—	—	—	—	—	—	—	—
<hr/>									
SECTION 2D: (GATE = 122 - 159 DAYS)									
Door, WT	222-22-2222	02-JAN-01 13-JAN-01 04-FEB-01 05-MAR-01 05-MAR-01 02-APR-01		11	0		152	0-6	00024 NSESYSOM WASH
Smith, A.	333-33-3333	29-OCT-00 03-NOV-00 29-NOV-00	01-DEC-00	5	0		156	0-4	00025 NFACENGCOHQ AL
Jones, B.	444-44-4444	22-OCT-00 26-OCT-00 29-NOV-00	01-DEC-00	4	0		155	0-6	00025 NFACENGCOHQ AL
Aspen, D.	555-55-5555	27-NOV-00	28-NOV-00	153	0		153	0-5	00025 NFACENGCOHQ AL
Denver, J.	666-66-6666	06-DEC-00	09-DEC-00	144	0		144	0-6	00025 NFACENGCOHQ AL
Diego, S.	777-77-7777	23-OCT-00 26-OCT-00 17-DEC-00	19-DEC-00	3	0		136	0-4	00025 NFACENGCOHQ AL
Frisco, S.	888-88-8888	07-DEC-00	07-DEC-00	143	0		143	0-6	00029 OSD
Portland, X.	999-99-9999	28-NOV-00 29-NOV-00 11-DEC-00	13-DEC-00	1	0		140	0-4	00030 DIR STRSYSPROG
Seattle, D.	000-00-0000	04-DEC-00		146	0		146	S-9	00062 CNET

ITEMPO Forecast Event Queries

ITEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

ITEMPO Forecast Event Queries

Select Query type (check one)?

Alphabetic report Chronological report

Chronological Query Range (Select All desired)

> 340 days
 250 - 365 days
 160 - 249 days
 122 - 159 days
 < 122 days

Do you want the report grouped by UIC?

Yes
 No

Calculate ITEMPO deployment days for which period (check one)?

365-day cycle 730-day cycle Both 365 & 730 day cycles

Done Internet

Start Inbo... Micr... Micr... IT... until... Fw... RE:... 87° Wed, 2 May 2001 14:06:44

- When you select the option: **Deployment Forecast** from the ITEMPO Query and Forecasting screen, you see this screen.
- The same Radio Buttons or check boxes allow you to choose among report order (alpha vs. chronological); gate ranges (<122 through > 340); report grouping (sub-sort by UIC or not); deployment periods (365 / 730 days); and query scope (UIC, MMC, MCA, TYCOM, etc).
- An entry area is available to designate which ITEMPO mailboxes (up to six) which will receive this report. Only valid UIC mailboxes will be accepted. Your current onboard UIC / mailbox will be automatically entered in the primary field. It may be left or overtyped.

ITEMPO Forecast Event

Queries

ITEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Projected ITEMPO event periods:(enter up to 7 inclusive dates in the future):

(YYYYMMDD format e.g. "20010502")

From: <input type="text"/>	To: <input type="text"/>
From: <input type="text"/>	To: <input type="text"/>
From: <input type="text"/>	To: <input type="text"/>
From: <input type="text"/>	To: <input type="text"/>
From: <input type="text"/>	To: <input type="text"/>
From: <input type="text"/>	To: <input type="text"/>
From: <input type="text"/>	To: <input type="text"/>

If currently on deployment and projected end of deployment date is not available,
Enter Current Deployment Ending Date: (e.g "20010502")

Calculate ITEMPO deployment days from:

Period Ending date: (e.g "20010502")

ITEMPO mailboxes which will receive this report :

Primary: CC 1: CC 2: CC 3: CC 4: CC 5:

Done

Start Inbox... Micr... Micr... IT... utilit... Fw:... RE:... Internet Wed, 2 May 2001 14:09:16

- When you select the option: **Deployment Forecast** from the ITEMPO Query and Forecasting screen, you see this on the bottom of the screen.
- An entry area is available to designate up to seven projected ITEMPO deployment periods. The format for the start and stop dates is YYYYMMDD.
- An entry area is also available to designate a deployment end date if the unit to be forecasted does not have an accurate projected end date.
- An entry area is also available to designate the forecast's reporting period ending date. This sets the "up to date" for the forecast.

Request Report

PERSTEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

ITEMPO Forecast Event Queries

BACK

Verify Query Request Parameters

Query Type: Chronological report

2 Report Gates selected: 1.) > 340 days (out of 730 days)
2.) 250 - 365 days (out of 365 days)

Grouped by UIC - Yes

Report Cycle: 365 Days

Query On : UIC = 00022 - BUPERS MILLINGTON TN

Projected Deployment Periods

From	To
20010701	20010723
20010820	20010830

Period Ending Date requested: 20011231

Distribute Report to: 00022 - BUPERS MILLINGTON TN

Done

Start Inbo... Micr... Micr... PE... until... Fw:... RE:... Internet

Wed, 2 May 2001 14:45:40

- When you select the option: **Continue**; you see this screen. It summarizes the information you provided in the prior screen.
- The report you will receive will include forecasted ITEMPO counts for the individuals within the parameters established by your selections. The unit mailboxes you requested will be listed on the Distributed Report to: and Send a copy to: lines.
- Select **Submit Request** if the information provided is correct. Select **Edit Report Parameters** to return to the prior screen to make changes.

Pending Queries

The screenshot shows a Microsoft Internet Explorer window titled "IITEMPO Online Access and Reports System - Microsoft Internet Explorer". The main title bar says "PENDING QUERIES". Below it, a section titled "ITEMPO Forecast Event Queries" lists two entries:

Seq No	Report Type	Date Range	Report Cycle	Query On	Sort By UIC	Send Report To	# Reports
000276	Chronologic	>340 days (out of 730 days)	365 Days	UIC - 00022 BUPERS MILLINGTON TN	Yes	UIC - 00022 BUPERS MILLINGTON TN	1

Associated dates for this query : Period Ending Date 20011231

From	To
20010701	20010723
20010820	20010830

Seq No	Report Type	Date Range	Report Cycle	Query On	Sort By UIC	Send Report To	# Reports
000277	Chronologic	250 - 365 days (out of 365 days)	365 Days	UIC - 00022 BUPERS MILLINGTON TN	Yes	UIC - 00022 BUPERS MILLINGTON TN	1

Associated dates for this query : Period Ending Date 20011231

From	To
20010701	20010723
20010820	20010830

At the bottom, the taskbar shows icons for Start, Inbox, Micros..., and several email messages, along with the date and time: "Wed, 2 May 2001 14:50:07".

- When you select the option: **Submit Request**; you see this screen. It summarizes the information you validated in the prior screen and it provides you with a sequence number to tie this request with the report when it appears in the IITEMPO mailbox(es).
- The query will be available to view on this screen until an hourly batch process changes its status from pending to submitted. This happens when the query is FTPed to the NavPers mainframe in Mechanicsburg PA.
- A subsequent batch process will create the requested output from the information in the query and will then send the report to the BOL server for you to access through your unit mailbox(es).

Report via Unit Mailbox

Here's what the report would look like through the UIC Mailbox

ITEMPO ONLINE ACCESS AND REPORTING SYSTEM									
ITEMPO FORECASTING REPORT AS OF: MAY 02, 2001									
LISTING TYPE: CHRONOLOGICAL LISTING FOR 365 DAY CYCLE					PAGE: 2				
<hr/>									
NAME	SSN	INCLUSIVE PERIODS	PROJ	DPY NON	ITEMPO	PER	CUR	CUR	CUR
		START DT	END DATE	END DATE	DAY DAY CAT PURP	DPY	GRADE	UIC	UNIT SHORT NAM
Chicago, I.	123-45-6789	11-NOV-00 18-NOV-00 13-FEB-01 19-FEB-01 01-APR-01 03-APR-01 01-JUL-01		7 0 6 0 2 0 09-OCT-01 100 0		120 0-3	00070	CINCPACFLT	
Dover, D.	234-56-7890	15-OCT-00 20-OCT-00 24-OCT-00 29-OCT-00 05-DEC-00 07-DEC-00 11-MAR-01 15-MAR-01 08-APR-01 12-APR-01 01-JUL-01		5 0 5 0 2 0 4 0 4 0 09-OCT-01 100 0		120 0-5	00070	CINCPACFLT	
Washington, D	345-67-8901	14-OCT-00 21-OCT-00 20-JAN-01 25-JAN-01 08-APR-01 16-APR-01 01-IMM-01		7 0 5 0 8 0 09-OCT-01 100 0		120 0-4	00070	CINCPACFLT	

Review Pending Queries

ITEMPO Online Access and Reports System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

PENDING QUERIES

BACK

ITEMPO Forecast Event Queries

Seq No	Report Type	Date Range	Report Cycle	Query On	Sort By UIC	Send Report To	# Reports
000276	Chronologic	>340 days (out of 730 days)	365 Days	UIC - 00022 BUPERS MILLINGTON TN	Yes	UIC - 00022 BUPERS MILLINGTON TN	1

Associated dates for this query : Period Ending Date 20011231

From	To
20010701	20010723
20010820	20010830

Seq No	Report Type	Date Range	Report Cycle	Query On	Sort By UIC	Send Report To	# Reports
000277	Chronologic	250 - 365 days (out of 365 days)	365 Days	UIC - 00022 BUPERS MILLINGTON TN	Yes	UIC - 00022 BUPERS MILLINGTON TN	1

Associated dates for this query : Period Ending Date 20011231

From	To
20010701	20010723
20010820	20010830

Done

Start Inbox ... Micros... Micros... Untile... Fw: R... RE: fe... ITE... Wed, 2 May 2001 14:50:07

- When you select the option: ***Review Pending Queries*** from the ITEMPO Query and Forecasting screen, you see this screen.
- This screen is exactly the same as the Pending Queries screen displayed on the previous page.
- Queries will be available to view on this screen until an hourly batch process changes its status from pending to submitted. This happens when the query is FTPed to the NavPers mainframe in Mechanicsburg PA.

Managing the Viewing Center



The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - REPORT LIST - Microsoft Internet Explorer". The main title bar is "Report Viewing Center". The left sidebar includes icons for BACK, HOME, and HELP. The main content area displays a table of report entries:

Local Print	Recipient	Report Name	Job Name	RemarkCC	Pages	Ordered Date	Expiration	View
U-39828		JNSPO1N5	JNSPO1N#	OPINS STATS	11	05/06/2001	25/06/2001	0
U-39828		JNSPO1N4	JNSPO1N#	1ST 50 PROJ SYNC	1	05/06/2001	25/06/2001	0
U-39828		JNSPO1N3	JNSPO1N#	1ST 50 PROJ EXTR	1	05/06/2001	25/06/2001	0
U-39828		JNSPO1N2	JNSPO1N#	1ST 50 FLP RCDS	2	05/06/2001	25/06/2001	0
U-39828		JNSPO1N1	JNSPO1N#	RCDS	1	05/06/2001	25/06/2001	0
U-39828		JNSPO1N0	JNSPO1N#	1ST 50 EXTR RCDS	3	05/06/2001	25/06/2001	0
U-39828		JNSPE1N6	JNSPE1N#	NES TRANS STATS	10	05/06/2001	25/06/2001	0
U-39828		JNSPE1N5	JNSPE1N#	1ST 100 FLP RCDS	3	05/06/2001	25/06/2001	0
U-39828		JNSPE1N4	JNSPE1N#	RCD	2	05/06/2001	25/06/2001	0
U-39828		JNSPE1N3	JNSPE1N#	1ST 100 EXTR RCD	8	05/06/2001	25/06/2001	0
U-39828		JNSPE1N2	JNSPE1N#	TRAN STAT RPT		05/06/2001	25/06/2001	0
U-39828		JNSPE1N1	JNSPE1N#	TAC PROCESS STA	351	05/06/2001	25/06/2001	0
U-39828		JNO001N3	JNO001N#	SPLIT SELECTED	1	05/06/2001	25/06/2001	0
U-39828		JNO001N2	JNO001N#	OPINS NSIPS INPT	1	05/06/2001	25/06/2001	0
U-39828		JNO001N1	JNO001N#	DLY TRAN TOT	11	05/06/2001	25/06/2001	0
U-39828		JNE001N6	JNE001N#	OVR				
U-39828		JNE001N5	JNE001N#	MATRIX STATS	19	05/06/2001	25/06/2001	0
U-39828		JNE001N4	JNE001N#	RPT				
U-39828		JNE001N3	JNE001N#	STATS EFUPDT00	2	05/06/2001	25/06/2001	0
U-39828		JNE001N2	JNE001N#	STATS EFEDIT00	1	05/06/2001	25/06/2001	0
U-39828		JNE001N1	JNE001N#	NES NSIPS INPUT	1	05/06/2001	25/06/2001	0
U-39828		GHR02MN2	GHR02MN#	ITEMPO 2190-1021	1	02/06/2001	23/06/2001	0
U-39828		JNSPO1N5	JNSPO1N#	OPINS STATS	11	04/06/2001	24/06/2001	0
U-39828		JNSPO1N4	JNSPO1N#	1ST 50 PROJ SYNC	1	04/06/2001	24/06/2001	0
U-39828		JNSPO1N3	JNSPO1N#	1ST 50 PROJ EXTR	1	04/06/2001	24/06/2001	0

At the bottom of the page, it says "NavPers & ITempo Report Viewing Center".

If the UIC has more than 100 reports in the Report Viewing Center, only the first 100 will display.

The Filter function can be used to display the most recent reports.

Managing the Viewing Center

The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - FILTER - Microsoft Internet Explorer". On the left is a "FILTER" panel with fields for Report Name, Job Name, Remark/CCs, Category, Index name, Index value, and Recipient. To the right is a "Report Viewing Center" table with columns: RemarkCC, Pages, Ordered Date, Expiration, and View. The table lists various reports like OPINS STATS, 1ST 50 PROJ SYNC, etc. A blue arrow points from the text "Select More... to display the expanded Filter window." to the "More..." button in the FILTER panel. At the bottom, there's a note: "NavPers & ITempo Report Viewing Center" and a status bar with "javascript: if (!I20061()) {void(0);}" and "Trusted sites".

RemarkCC	Pages	Ordered Date	Expiration	View
OPINS STATS	11	05/06/2001	25/06/2001	0
1ST 50 PROJ SYNC	1	05/06/2001	25/06/2001	0
1ST 50 EXTR	1	05/06/2001	25/06/2001	0
1ST 50 FLP RCDS	2	05/06/2001	25/06/2001	0
1ST 50 SYNC	1	05/06/2001	25/06/2001	0
RCDS				
1ST 50 EXTR RCDS	3	05/06/2001	25/06/2001	0
NES TRANS STATS	10	05/06/2001	25/06/2001	0
1ST 100 FLP RCDS	3	05/06/2001	25/06/2001	0
1ST 100 SYNC	2	05/06/2001	25/06/2001	0
RCD				
1ST 100 EXTR RCD	8	05/06/2001	25/06/2001	0
TRAN STAT RPT	1	05/06/2001	25/06/2001	0
TAC PROCESS STA	351	05/06/2001	25/06/2001	0
SPLIT SELECTED	1	05/06/2001	25/06/2001	0
OPINS NSIPS INPT	1	05/06/2001	25/06/2001	0
DLY TRAN TOT	11	05/06/2001	25/06/2001	0
OVR				
MATRIX STATS	19	05/06/2001	25/06/2001	0
RPT				
STATS EFUPDT00	2	05/06/2001	25/06/2001	0
STATS EFEDIT00	1	05/06/2001	25/06/2001	0
NES NSIPS INPUT	1	05/06/2001	25/06/2001	0
GHR02MN				
ITEMPO 2190-1021	1	02/06/2001	23/06/2001	0
JNSP01N				
OPINS STATS	11	04/06/2001	24/06/2001	0
1ST 50 PROJ SYNC	1	04/06/2001	24/06/2001	0
1ST 50 PROJ EXTR	1	04/06/2001	24/06/2001	0

After clicking on the filter icon, the filter screen will display.

Select More... to display the expanded Filter window.

The date and time parameters are available in the expanded Filter window.

Managing the Viewing Center

The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - FILTER - Microsoft Internet Explorer". The main content area is titled "Report Viewing Center". On the left, there is a "FILTER" panel with various input fields and checkboxes for filtering reports. A blue arrow points from the "Time From:" dropdown in the filter panel to the "Time From:" dropdown in the main report list, indicating they are the same field.

Report Viewing Center

RemarkCC	Pages	Ordered Date	Expiration	View
REPORT RUN GUIDE	4	10/06/2001	01/07/2001	0
S310-4715	4	08/06/2001	29/06/2001	0
ITEMPO 2190-1021 25		09/06/2001	29/06/2001	0
ITEMPO 2190-1020 26		09/06/2001	29/06/2001	0
ITEMPO 2190-	541	21/06/2001	12/07/2001	0
REPORT RUN GUIDE	4	17/06/2001	08/07/2001	0
ITEMPO 2190-1021 25		16/06/2001	06/07/2001	0
ITEMPO 2190-	1	05/06/2001	25/06/2001	0
ITEMPO 2190-	1	04/06/2001	24/06/2001	0
FS10-0300	184	08/06/2001	29/06/2001	0
RSN 0440	17	07/06/2001	28/06/2001	0
RSN 0384	14	07/06/2001	28/06/2001	0
RSN 0387	140	07/06/2001	28/06/2001	0
RSN 0458	17	07/06/2001	28/06/2001	0
ITEMPO 2190-1001 1		12/06/2001	01/07/2001	0
ITEMPO 2190-1020 26		16/06/2001	06/07/2001	0

FILTER

Report Name:
Job Name:
Remark/ CCs:
Category:
Index name:
Index value:
Recipient:

Date and Time

Date Type : To:
Date From :
Period:
Time From:
Current date is:
Current Date format is:

Location

Active
 History
 Migrated

GHR03CN#
CDCTDRNP
CDCTDRNP

NavPers & ITEMPO Report Viewing Center

In the expanded filter window, it is possible to filter reports based on date range using from-to dates.

It is also possible to view only reports created within a set time period from current date (from last day up to 20 days prior).

Managing the Viewing Center

The screenshot shows the 'NavPers & ITempo Report Viewing Center' interface. On the left, a 'FILTER' dialog box is open, containing fields for Report Name, Job Name, Remark/CCs, Category, Index name, Index value, Recipient, Date and Time (Date Type: Decollated, Date From: #today-5, To: Today), and a Period dropdown set to 'last 5 days'. There are also checkboxes for Text Reports, AFP Reports, Xerox Reports, PDF Reports, and Other Reports, along with Apply, Reset, and Less... buttons. Below the filter are sections for Location (Active, History, Migrated) and a tree view of report names like U-39828, JNE001N3, etc. On the right, a main window titled 'Report Viewing Center' displays a table of reports with columns: markCC, Pages, Ordered Date, Expiration, and View. The table lists various reports such as OPEN STATS, 1ST 50 PROJ SYNC, 1ST 50 EXTR, 1ST 50 FLP RCDS, 1ST 50 SYNC RCDS, 1ST 50 EXTR RCDS, NES TRANS STATS, 1ST 100 FLP RCDS, 1ST 100 SYNC RCD, 1ST 100 EXTR RCD, TAC PROCESS STA, SPLIT SELECTED, OPINS NSIPS INPUT, DLY TRAN TOT, MATRIX STATS, and others.

To display all reports created in the last 5 days, select last 5 days in the Period pull down window and select Apply.

Managing the Viewing Center

The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - REPORT LIST - Microsoft Internet Explorer". The main title bar is "Report Viewing Center". The interface includes a toolbar with back, forward, and search buttons, and a menu bar with "File", "Edit", "View", "Help", and "Print". On the left, there's a sidebar with "BACK", a magnifying glass icon, and a question mark icon. The main content area displays a table of reports. The columns are: Local Print, Recipient, Report Name, Job Name, RemarkCC, Pages, Ordered Date, View, and a small icon column. A blue circle highlights the "View" column header, and a large blue magnifying glass is positioned over it. A blue arrow points from the magnifying glass towards the text "The latest reports are now viewable." at the bottom right. The table data includes rows for various report names like JNSPO1N5, JNSPE1N5, etc., with details such as OPINS STATS, 11 pages, and ordered date 20/06/2001 11/07/2001.

Local Print	Recipient	Report Name	Job Name	RemarkCC	Pages	Ordered Date	View	
U-39828		JNSPO1N5	JNSPO1N#	OPINS STATS	11	20/06/2001 11/07/2001	0	
U-39828		JNSPO1N4	JNSPO1N#	1ST 50 PROJ SYNC	1	20/06/2001 11/07/2001	0	
U-39828		JNSPO1N3	JNSPO1N#	1ST 50 PROJ EXTR	1	20/06/2001 11/07/2001	0	
U-39828		JNSPO1N2	JNSPO1N#	1ST 50 FLP RCDS	2	20/06/2001 11/07/2001	0	
U-39828		JNSPO1N1	JNSPO1N#	1ST 50 SYNC	1	20/06/2001 11/07/2001	0	
U-39828		JNSPO1N0	JNSPO1N#	RCDS				
U-39828		JNSPE1N6	JNSPE1N#	1ST 50 EXTR RCDS	3	20/06/2001 11/07/2001	0	
U-39828		JNSPE1N5	JNSPE1N#	NES TRANS STATS	11	20/06/2001 11/07/2001	0	
U-39828		JNSPE1N5	JNSPE1N#	1ST 100 FLP RCDS	3	20/06/2001 11/07/2001	0	
U-39828		JNSPE1N2	JNSPE1N#	1ST 100 SYNC	2	20/06/2001 11/07/2001	0	
U-39828		JNSPE1N1	JNSPE1N#	1ST 100 EXTR RCD	8	20/06/2001 11/07/2001	0	
U-39828		JNSPE1N0	JNSPE1N#	TRAN STAT RPT	1	20/06/2001 11/07/2001	0	
U-39828		JNO001N3	JNO001N#	TAC PROCESS STA	268	20/06/2001 11/07/2001	0	
U-39828		JNO001N2	JNO001N#	SPLIT SELECTED	1	20/06/2001 11/07/2001	0	
U-39828		JNO001N2	JNO001N#	OPINS NSIPS INPT	1	20/06/2001 11/07/2001	0	
U-39828		JNE001N1	JNE001N#	DLY TRAN TOT	12	20/06/2001 11/07/2001	0	
U-39828		JNE001N6	JNE001N#	OVR				
U-39828		JNE001N5	JNE001N#	MATRIX STATS	19	20/06/2001 11/07/2001	0	
U-39828		JNE001N3	JNE001N#	RPT				
U-39828		JNE001N2	JNE001N#	STATS EFUPDT00	2	20/06/2001 11/07/2001	0	
U-39828		JNE001N2	JNE001N#	STATS EFEDIT00	1	20/06/2001 11/07/2001	0	
U-39828		JNE001N1	JNE001N#	NES NSIPS INPUT	1	20/06/2001 11/07/2001	0	
U-39828		JNSPO1N5	JNSPO1N#	OPINS STATS	11	19/06/2001 09/07/2001	0	
U-39828		JNSPO1N4	JNSPO1N#	1ST 50 PROJ SYNC	1	19/06/2001 09/07/2001	0	
U-39828		JNSPO1N3	JNSPO1N#	1ST 50 PROJ EXTR	1	19/06/2001 09/07/2001	0	
U-39828		JNSPO1N2	JNSPO1N#	1ST 50 FLP RCDS	2	19/06/2001 09/07/2001	0	

The 'filter' icon indicates there is an active filter.

The latest reports are now viewable.

Managing the Viewing Center

The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - FILTER - Microsoft Internet Explorer". On the left, a "FILTER" dialog box is open, containing fields for "Report Name" (with "GH*" typed), "Job Name", "Remark/CCs", "Category", "Index name", "Index value", and "Recipient". Below these are checkboxes for "Text Reports", "AFP Reports", "Xerox Reports", "PDF Reports", and "Other Reports", with the first four checked. Buttons for "Apply", "Reset", and "More..." are also present. A large blue arrow points from the "Report Name" field in the filter dialog to the "Report Name" column header in the main report list. The main area displays a table titled "Report Viewing Center" with columns: Remark/CC, Pages, Ordered Date, Expiration, and View. The table lists various reports, many of which start with "GH". At the bottom of the page, a status bar reads "NavPers & ITempo Report Viewing Center" and "Done Trusted sites".

Remark/CC	Pages	Ordered Date	Expiration	View
OPINS STATS	11	05/06/2001	25/06/2001	0
1ST 50 PROJ SYNC	1	05/06/2001	25/06/2001	0
1ST 50 EXTR	1	05/06/2001	25/06/2001	0
1ST 50 FLP RCDS	2	05/06/2001	25/06/2001	0
1ST 50 SYNC	1	05/06/2001	25/06/2001	0
RCDS				
1ST 50 EXTR RCDS	3	05/06/2001	25/06/2001	0
NES TRANS STATS	10	05/06/2001	25/06/2001	0
1ST 100 FLP RCDS	3	05/06/2001	25/06/2001	0
1ST 100 SYNC	2	05/06/2001	25/06/2001	0
CD				
1ST 100 EXTR RCD	8	05/06/2001	25/06/2001	0
TRAN STAV TOT	1	05/06/2001	25/06/2001	0
TAC PROCESS SHT	51	05/06/2001	25/06/2001	0
SPLIT SELECTED	1	05/06/2001	25/06/2001	0
OPINS NSIPS INPT	1	05/06/2001	25/06/2001	0
DLY TRAN TOT	11	05/06/2001	25/06/2001	0
OVR				
MATRIX STATS	19	05/06/2001	25/06/2001	0
RPT				
STATS EFUPDT00	2	05/06/2001	25/06/2001	0
STATS EFEDIT00	1	05/06/2001	25/06/2001	0
NES NSIPS INPUT	1	05/06/2001	25/06/2001	0
GHR02MN				
ITEMPO 2190-1021	1	02/06/2001	23/06/2001	0
OPINS STATS	11	04/06/2001	24/06/2001	0
1ST 50 PROJ SYNC	1	04/06/2001	24/06/2001	0
1ST 50 EXTR	1	04/06/2001	24/06/2001	0

It is also possible to filter based on report name only or partial report names with the wild-card (*) feature.

All ITEMPO report names start with the characters GH. So, to display only ITEMPO reports, type **GH*** in the **Report Name** box (show all reports starting with the characters GH) and

Managing the Viewing Center

CONTROL-D/WebAccess Server - REPORT LIST - Microsoft Internet Explorer

Report Viewing Center

Local Print	Recipient	Report Name	Job Name	RemarkCC	Pages	Ordered Date	Expiration	View
	U-39828	GHR02MN2	GHR02MN#	ITEMPO 2190-1021 1	02/06/2001	23/06/2001	0	
	U-39828	GHR02MN2	GHR02MN#	ITEMPO 2190-1021 1	02/06/2001	23/06/2001	0	
	U-39828	GHR02MN1	GHR02MN#	ITEMPO 2190-1020 2	09/06/2001	29/06/2001	0	
	U-39828	GHR02MN1	GHR02MN#	ITEMPO 2190-1020 1	02/06/2001	23/06/2001	0	
	U-39828	GHR02MN1	GHR02MN#	ITEMPO 2190-1020 2	16/06/2001	08/07/2001	0	
	U-39828	GHR02MN2	GHR02MN#	ITEMPO 2190-1021 1	16/06/2001	08/07/2001	0	

BACK

?

CONTROL-D WebAccess Server Version 2.12.02 for Windows NT

NavPers & ITempo Report Viewing Center

Done Trusted sites



Now, only
ITEMPO reports
are displayed.

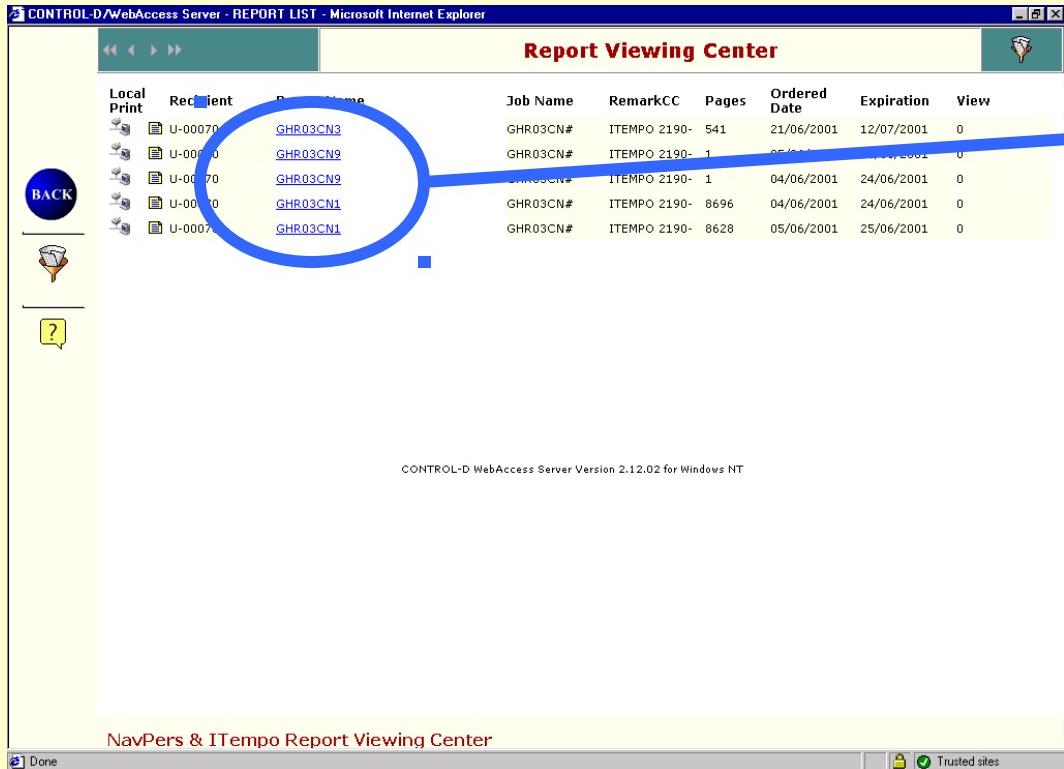
Managing the Viewing Center

The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - FILTER - Microsoft Internet Explorer". The main area is titled "Report Viewing Center". On the left, there is a "FILTER" panel with fields for "Report Name" (containing "ghr03c*"), "Job Name", "Remark/CCs", "Category", "Index name", "Index value", and "Recipient". Below these are checkboxes for "Text Reports", "AFP Reports", "Xerox Reports", "PDF Reports", and "Other Reports", with "Text Reports" checked. There are "Apply", "Reset", and "More..." buttons. The right side shows a table of reports with columns: "Report CC", "Pages", "Ordered Date", "Expiration", and "View". The table lists several reports, all of which start with "ITEMPO 2190-", indicating they are Phase 1A reports. A large blue arrow points from the "Report Name" field in the filter to the "Report CC" column in the table.

Report CC	Pages	Ordered Date	Expiration	View
ITEMPO 2190-1021	4	08/06/2001	29/06/2001	0
ITEMPO 2190-1020	26	09/06/2001	29/06/2001	0
ITEMPO 2190-	541	21/06/2001	12/07/2001	0
ITEMPO 2190-	4	17/06/2001	08/07/2001	0
ITEMPO 2190-1022	5	16/06/2001	06/07/2001	0
ITEMPO 2190-	1	06/06/2001	25/06/2001	0
ITEMPO 2190-	1	04/06/2001	26/06/2001	0
FS10GX1C	184	08/06/2001	29/06/2001	0
AQ440GNP	17	07/06/2001	28/06/2001	0
AQ440GNP	14	07/06/2001	28/06/2001	0
AQ440GNP	140	07/06/2001	28/06/2001	0
AQ403GNP	17	07/06/2001	28/06/2001	0
GHR01DN#	1	12/06/2001	02/07/2001	0
GHR02MN#	26	16/06/2001	06/07/2001	0
GHR03CN#	8696	04/06/2001	24/06/2001	0
GHR03CN#	8628	05/06/2001	25/06/2001	0
CDCTDRNP	4	12/06/2001	03/07/2001	0
CDCTDRNP	4	03/06/2001	24/06/2001	0

All the ITEMPO Phase 1A reports start with the characters GHR02C. So, to display only Phase 1A reports, type GHR02C* in the Report Name box and select Apply.

Managing the Viewing Center



The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - REPORT LIST - Microsoft Internet Explorer". The main title bar is "Report Viewing Center". The left sidebar has buttons for "Local Print" and "Recipient". The main area displays a table of report jobs. A blue circle highlights the "Recipient" column, which lists "U-00070" and "GHR03CN3" multiple times. A blue arrow points from this highlighted column to the text on the right.

Local Print	Recipient	Report Name	Job Name	RemarkCC	Pages	Ordered Date	Expiration	View
	U-00070	GHR03CN3	GHR03CN#	ITEMPO 2190-	541	21/06/2001	12/07/2001	0
	U-00070	GHR03CN9	GHR03CN#	ITEMPO 2190-	1	05/06/2001	24/06/2001	0
	U-00070	GHR03CN9	GHR03CN#	ITEMPO 2190-	1	04/06/2001	24/06/2001	0
	U-00070	GHR03CN1	GHR03CN#	ITEMPO 2190-	8696	04/06/2001	24/06/2001	0
	U-00070	GHR03CN1	GHR03CN#	ITEMPO 2190-	8628	05/06/2001	25/06/2001	0

CONTROL-D WebAccess Server Version 2.12.02 for Windows NT

NavPers & ITempo Report Viewing Center

Done Trusted sites

Now, only
ITEMPO Phase 1A
reports are
displayed.

Managing the Viewing Center

The screenshot shows a Microsoft Internet Explorer window titled "CONTROL-D/WebAccess Server - FILTER - Microsoft Internet Explorer". On the left is a "FILTER" dialog box with fields for Report Name, Job Name, Remark/CCs, Category, Index name, Index value, and Recipient. It also contains checkboxes for Text Reports, AFP Reports, Xerox Reports, PDF Reports, and Other Reports, with "Text Reports" checked. Below the filter are two sections: a tree view of report names and a list of report details. The list includes columns for Remark/CC, Pages, Ordered Date, Expiration, and View. A blue arrow points from the "Reset" button in the filter dialog to the "View" column in the report list.

Remark/CC	Pages	Ordered Date	Expiration	View
1ST 50 PROJ SYNC 1	1	05/06/2001	25/06/2001	0
1ST 50 FLP RCDS 1	1	05/06/2001	25/06/2001	0
1ST 50 FLP RCDS 2	2	05/06/2001	25/06/2001	0
1ST 50 SYNC RCDS	1	05/06/2001	25/06/2001	0
1ST 50 EXTR RCDS 3	3	05/06/2001	25/06/2001	0
NES TRANS STATS	10	05/06/2001	25/06/2001	0
1ST 100 FLP RCDS 3	3	05/06/2001	25/06/2001	0
1ST 100 SYNC RCD	2	05/06/2001	25/06/2001	0
1ST 100 EXTR RCD 8	8	05/06/2001	25/06/2001	0
TRAN STAT RPT	1	05/06/2001	25/06/2001	0
TAC PROCESS STA	1	05/06/2001	25/06/2001	0
SPLIT SELECTED	1	05/06/2001	25/06/2001	0
OPINS NSIPS INPT	1	05/06/2001	25/06/2001	0
DLY TRAN TOT OVR	11	05/06/2001	25/06/2001	0
MATRIX STATS RPT	19	05/06/2001	25/06/2001	0
STATS EFUPDT00	2	05/06/2001	25/06/2001	0
STATS EFEDIT00	1	05/06/2001	25/06/2001	0
NES NSIPS INPUT	1	05/06/2001	25/06/2001	0
GHR02MN# IITEMPO 2190-1021 1	1	02/06/2001	23/06/2001	0
OPINS STATS	11	04/06/2001	24/06/2001	0
1ST 50 PROJ SYNC 1	1	04/06/2001	24/06/2001	0
1ST 50 PROJ EXTR 1	1	04/06/2001	24/06/2001	0

To reset the filter to display all reports, select **Reset** followed by **Apply**.

Filter settings are valid for the current session only and cannot be saved.

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